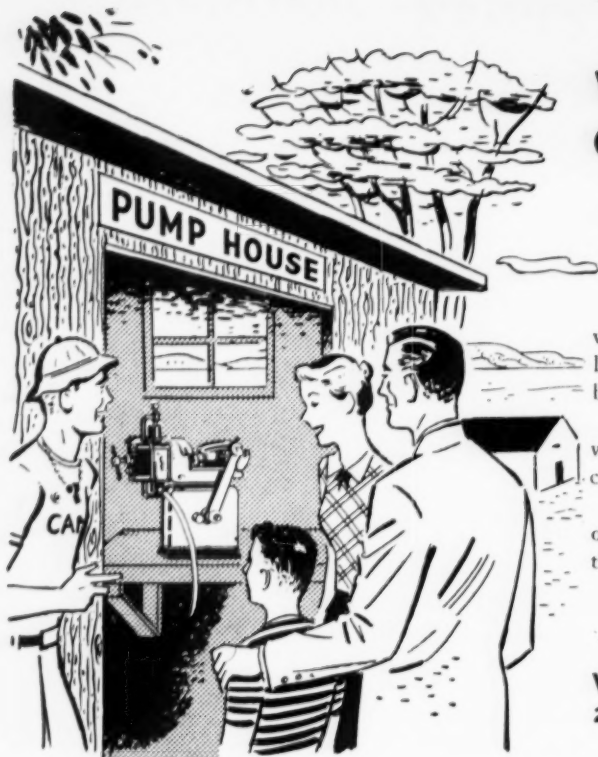


NOVEMBER 1957

Camping Magazine

SPECIAL ISSUE TO HELP YOU CHECK
ON NEXT YEAR'S CAMP PLANS





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LETTERS FROM READERS

Information Requested

In one of your issues (CAMPING, Nov. 1955) there was an article on new ideas in camp architecture. I was most favorably impressed with the work of Mr. Julian Salomon and would like to contact him. Will you please send me his business or home address so that I may get in touch with him?

Walter Bush, Director
Camp Ticonderoga
Putnam, N. Y.

We're glad you liked Mr. Salomon's article. His address is on its way to you.—Ed.

Plans Outdoor Theater

We are searching for ideas or plans for the building of an outdoor theater where most of the scenery, etc., is supplied by the great outdoors, but where stage, dressing rooms and lighting must be arranged. Do you have anything on this project that might be of use to us, or can you inform us where we may get some help?

Florence M. Waddington
Camp Wabigoniss
Pequot Lakes, Minn.

A worthwhile project, indeed, for Camp Wabigoniss. A booklet on "Campfire Circles and Outdoor Theaters" may be obtained from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C., for \$.15.—Ed.

Requests Copies

I want to take this opportunity to comment on the May 1957 issue of CAMPING MAGAZINE. We feel that this issue has been well planned, and will be of great assistance to our unit heads.

Therefore, we would appreciate it if you will send us, by return mail, six copies of this issue.

Belle F. B. Myers
Camp Belle
Totowa, N. J.

Indeed we will, and thanks for your kind remarks!—Ed.

Likes "Down-to-Earth" Articles

I think CAMPING MAGAZINE is a wonderful help to all of us in the camping field. Particularly the "down-to-earth" articles written by camping people from their experiences.

Sometimes we are too prone to become theoretical and not practical enough. I use the material in my pre-camp training program and refer the articles to my staff during the camping season.

If we can do anything to assist in helping you with the magazine, do not hesitate to call on members of the Wisconsin Section ACA.

Verna Rosenthal
Exec. Secy.-Treas.
Wisconsin Section, ACA

We are always encouraged, Miss Rosenthal, to know that Camping Magazine meets the specific needs of our readers.—Ed.

Answer to a Prayer

The article on "Camp Food Service Records" in the May 1957 CAMPING MAGAZINE is an answer to a prayer!

As you know, we try to do a training job with the five assistants on our food staff, and Miss Connaughton's complete but simple record forms are the best I have seen any place . . .

I would like to comment also on Dr. Metcalf's article on "Keeping Good Counselors" (May 1957.) In addition to his good points, I would like to suggest that each prospective counselor be told that a counselor's work is like that of a parent, and in case of an emergency, time-off may have to be changed or in a rare case, eliminated. A counselor grows as he or she faces up to reality and puts him or herself after the needs of the campers when vital. A counselor who understands this becomes a better parent, teacher, etc.

Ruth Becker
Camp O-Tahn-Agon
Three Lakes, Wisc.

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CAMPING MAGAZINE

November 1957

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Camping Magazine is indexed in The Education Index,
and available on microfilm from University Microfilms.

Camping Magazine, November, 1957

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Monday, January 6, 1958

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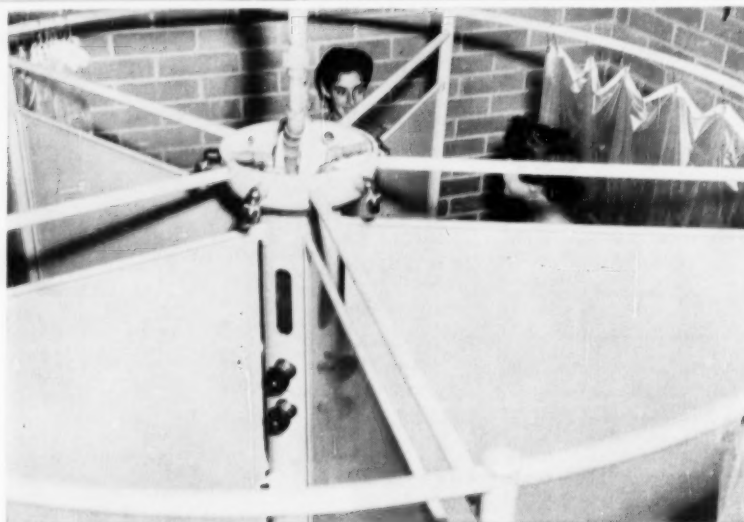
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Jean A. McMillan, Director
COSMOPOLITAN Camp Department

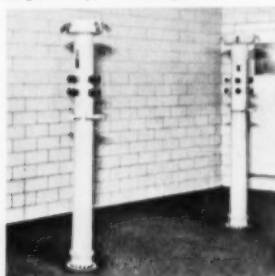
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Names and addresses of all ACA National Committee Chairmen, Section Presidents, and Regional Chairmen may be found on page 5 of the 1957 Camp Reference and Buying Guide.



120 W. 7th St., Plainfield, N. J.

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Muriel Wanamaker, 400 S. Kenmore Ave.
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Camping Magazine, November, 1957



—Riehle Studios.

Midwest Set to Entertain ACA '58 Convention

ACA members in the twin cities of St. Paul and Minneapolis (and for that matter all ACA'ers in Minnesota) are turning themselves inside out to put on a top-notch 1958 convention for all camping people, a survey of early convention planning shows.

Sessions will begin February 4, in the vast municipal auditorium (above) and continue through Feb. 8. Seventeen committee chairmen, working in cooperation with Armin F. Luchrs (right,) general convention chairman, and his steering committee, have planned everything from finance to fun, to make the 1958 meeting a memorable one for all ACA members and others interested in camping, who make the trip.

Meeting, exhibit and hotel facilities in St. Paul are among the best in the country. The city itself (right) offers cultural, shopping and entertainment opportunities. A special entertainment feature for ACA'ers will be an after-banquet ice show patterned on the summer Pop concerts for which St. Paul is famous. Convention meetings will include kindred-group and special-interest sessions, workshops on specific topics, as well as general sessions with nationally known speakers.

Early hotel and travel reservations are urged to avoid disappointment.



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- ⑪ **A Field Guide to Trees and Shrubs** by George A. Petrides \$4.95

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MEMO FROM THE EDITORS

Each November for the past several years Camping Magazine has published a Check Up Issue. This November is no exception but we've carried the idea a little further. Instead of encouraging you to check up on your camp facilities and procedures, we're saying, "Stop, hold everything—take a long look at the planning behind all your doing." It's very easy to get caught up in getting each day's job done. This summer you probably found yourself in that very situation. Right now is the time to stop doing and start some long range planning.

This issue of Camping is full of suggestions on ways to plan and "how-to" stories on the results of thoughtful planning. Brad Sear's article on page 12 will get you off to a good start. He outlines how you can put your dream camp down on paper. Even more important, his suggestions will help you make that dream an actuality.

Ever have to plan quickly to meet the demands of a particular and urgent need? University Camp at Southern Illinois University had to have housing for campers and had to have it in a hurry. Take a look at page 15 and see what they accomplished.

Just the other evening at an ACA meeting, a camp director commented to us, "Our good cook is a very important part of the success of our camp. You can't have a happy camp if the food isn't good." There are plenty of fine suggestions on planning for better camp meals in the features on pages 16 and 17. As you keep reading, you'll learn how camp directors planned for better public relations, set up a realistic and simple plan for keeping camp books, saved money by planning to use timber standing on camp ground and developed an idea for better staff guidance. Each one of these plans will be useful to you—and you may have still other parts of your camp operation you'd like to improve.

Where can you find the information and help you need to work out your ideas and fit them into a plan? ACA section meetings are a wonderful source of practical ideas and plans. If the speaker or discussion group doesn't cover the subject you're most interested in, the director sitting next to you may have worked out the same problem. ACA meetings come along regularly and so do the monthly issues of Camping. We have articles coming up on a wide range of subjects—from philosophy to pest control. We, too, are always on the lookout for new ideas, so write and tell us what subjects you would like to see covered in your magazine.

While you were busy in camp this summer, Camping Magazine's staff was hard at work planning and designing future issues. This month, you can see some of the results of our planning. A new cover design and new department heads have been worked out for us by a professional artist. Articles now run throughout the magazine, up to the very last few pages, so the pace of each issue will encourage you to keep reading right through to the end and not miss a single good idea. In this November issue you see the results of some of our planning. And, with the content, we hope to help all of you in your

"Planning for Better Camp Operation."

—The Editors

Memo to:
OUR CAMP ADVERTISERS

*Thanks for
writing this
ad for us.
Parents' Magazine*

Our advertising in Parents' Magazine brought 17 direct inquiries and 3 direct enrollments. One of these enrollments was from a mother who was (our) camper thirty-five years ago!
—Girls' Camp, Maine

Parents' Magazine is responsible for 4 of our campers—2 through our advertising and 2 from your office.
—Boys' Camp, New Hampshire

Thanks once again for your interest and cooperation. Bureau leads resulted in 4 enrollments, our advertising in 9 inquiries and 3 enrollments.
—Boys' and Girls' Camp, New York

Service Bureau prospects resulted in 2 enrollments; our advertising 41 inquiries, 12 direct enrollments. Thank you for your referrals. You are our medium for advertising.
—Boys' Ranch, New York

Our advertising in Parents' brought 3 enrollments—1 from Indonesia.
—Boys' Camp, Pennsylvania

Our advertising brought 12 inquiries which resulted in 4 direct enrollments.
—Boys' Camp, Virginia

22 direct inquiries and 3 direct enrollments are traceable to our 1957 advertising in Parents' Magazine.
—Girls' Camp, North Carolina

Bureau referrals resulted in 2 enrollments. Advertising in Parents' Magazine brought 4 direct enrollments.
—Boys' Camp, Lake Michigan

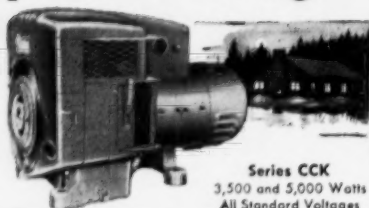
Our advertising in Parents' Magazine brought us 38 direct inquiries and 4 enrollments.
—Girls' Camp, Colorado

For 24 consecutive years, Parents' Magazine has carried more camp advertisers than any other national magazine.

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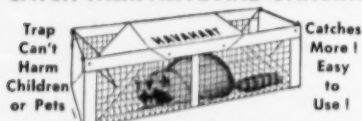
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BOOKS

Audubon Western Bird Guide

Reviewed by Fred G. Schroeder, Lawrence College.

Richard Pough's series on American birds is now completed. Camps owning the earlier texts, Audubon Bird Guide and Audubon Water Bird Guide, will want to round off the series. Western camps will discover the volume indispensable as a compact field reference.

More than 400 excellent illustrations in color and line give identity to 204 species indigenous to Western North America. The book contains a concise description of each species, including facts of range, nest voice, habits and physical characteristics.

Audubon Western Bird Guide by Richard H. Pough is published by Doubleday & Co., 575 Madison Ave., New York, at \$4.95.

Puppets and Plays

Reviewed by Catherine T. Hammett, Girl Scout National Headquarters.

This book presents a fine, creative approach to puppetry. In a camp where there is interest in presenting this art beyond the usual simple stages of puppetry, it would be a fine addition to the library. There are fascinating and different approaches, such as paper box and natural materials. Puppets are illustrated, including the usual shadow and cloth puppets. Detailed help is also included on screens, props and plays.

Puppets and Plays by Marjorie Batchelder and Virginia L. Comer is published by Harper & Bros., 49 E. 33rd St., New York, at \$4.00.

Folk Arts and Crafts

Reviewed by Jo Weckwerth, University of Illinois, Urbana, Ill.

This book has been written to present to Americans folk crafts decorated with authentic designs of many European nations. It has been written quite definitely for

Camping Magazine, November, 1957

FOR BETTER CAMPING

people who teach crafts to children and adults in camps, playgrounds and recreation programs.

Most of the illustrations can be used as working diagrams for construction or design. Suggestions are given under many of the illustrations for adapting the design.

The introductory chapter on design and color is good background material for the leader. The remaining six chapters include crafts for the home, for personal adornment (belts, purses, jewelry, etc.), one specifically written for camps and playgrounds, an excellent one on entertainment including puppets, masks and the like, one on folk toys and games, and a final chapter on miscellaneous crafts including holiday ideas.

In some instances, directions for use of a completed project are included. The author definitely feels that part of the process in teaching these ancient crafts is an explanation of their humble origins and uses and the people who first made them. This material, plus the practical working diagrams, illustrations and suggestions, make it a book which will be used by leaders who wish their craft programs to encompass more than actual methods, materials and objects.

Folk Arts and Crafts by Margaret Ickis is published by Association Press, 291 Broadway, New York 7, at \$5.95.

Books Received

Books listed below will be of interest to readers concerned with the specific topics covered.

Choral Readings for Fun and Recreation, edited by Harry J. Heltman and Helen A. Brown, published by Westminster Press, Philadelphia 7. \$1 each for 1 to 4 copies, 90¢ for 5 or more.

Crafts for School and Home, by Grimm and Skeels, published by Bruce Publishing Co., Milwaukee 1, Wisc. \$2.95.

Camping Magazine, November, 1957



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PICKY People

Point to note: the higher the intelligence and the living level, the pick-ier the parent. This explains why so many, many parents all through the northeast now do their camp-picking through the "Today's Living" Camp Directory—meeting point for camp advertisers who pick media, and parents who pick camps, with care.

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MASTER PLANNING

AN EVER increasing number of camps are proving to themselves that master planning pays dividends. This statement represents a growing awareness of the value of planning all phases of development of our landscape.

Start of Planning

Historically, there are many examples of early camp development which show evidence of good planning and design. These served admirably as the proving ground for many of our present standards and philosophies of development. It wasn't until the 1930's, however, when the National Park Service gave some well publicized lessons in the values of planning, that there seemed to emerge a direction in the design of camps.

Unfortunately, the combination of depression years and World War II kept this movement from having an immediate impact. Toward the end of the war, there existed for a time a peculiar combination of building restrictions, material shortages and national attention to post-war planning. As a result, organizations and individuals expended accumulated enthusiasm, energy and funds in long-range planning. The

last decade has seen not only an expected normal expansion of campsites and facilities, but, more important, generally better planned ones.

What I have to say here may be "old hat" to many readers. But, for those who are considering purchasing a new campsite or remodeling an existing one, I would like to describe what Master Planning is all about and what it can do for you.

Planning of one sort or another has always prefaced most of man's endeavors. Camping, however, because it takes place in a natural environment rather than an urban one, has seemed to many to be best served by letting physical facilities develop almost by chance or immediate need rather than in any planned order.

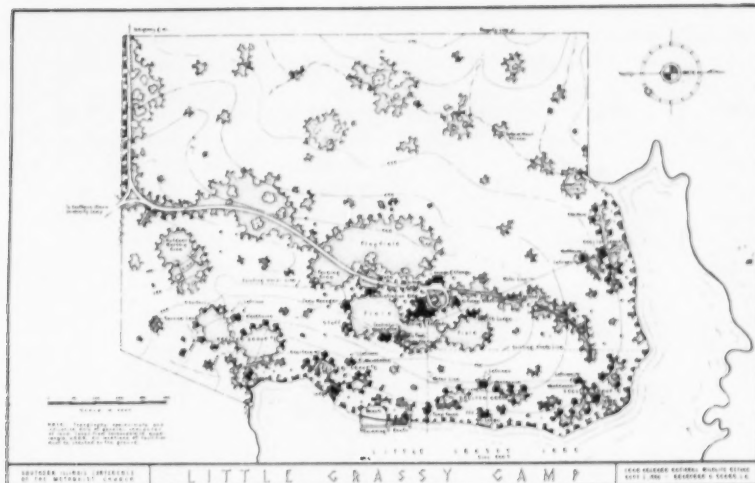
It is a mistake to expect that naturalism results or is retained automatically by adoption of a "laissez-faire" attitude. The balance of any segment of our natural environment is upset by entrance of man. The longer he stays and the larger his numbers, the more destructive his presence to this balance. He builds shelters, opens clearings, plants trees, creates roads

and paths, drills wells, deposits sewage and in a hundred ways impinges on his environment, inevitably and irrevocably changing it. A new balance must be created and, if the result is to be controlled, changes must be preceded by intelligent planning.

Planning, therefore, is as necessary for the most natural and informal developments as it is for the most highly urbanized areas. The needs grow in ratio to the intensiveness of use and are not determined by the geographic location of the site.

Building on Paper

What is this planning? Master Planning is building on paper the eventual development of a campsite. Errors can be corrected at the cost of an erasure rather than demolition of a facility or a wistful sigh for what might have been. It takes into account all factors and conditions from basic objectives of camp program to specific daily activities; from general extent and relationship of major camp facilities to location, design and maintenance of the smallest physical detail. The result is a series of drawings and documents governing and directing



PAYS DIVIDENDS

By Bradford G. Sears

development of the eventual camp in a logical, orderly fashion.

First step in any physical planning, however, is an analysis of the projected program that will use the facilities. This is of utmost importance. It is impossible to develop a set of facilities to serve an undetermined program since it is the program which gives these facilities reason for existence. Critics might point out the extraordinary difficulties in correctly interpreting the direction and needs of a future program in relation to an ever changing social and economic pattern. However, these changes are evolutionary not revolutionary and therefore can be provided for by periodic revision of the Master Plan.

A Living Thing

A Master Plan is a living thing, not an irrevocably finished product. At any particular moment, it is the best arrangement and design of facilities that will serve the present and prospective programs as envisioned at that time. Changed concepts in program should lead to re-study of plans and modification of designs to accommodate these changes.

One might ask, why draw plans in the first place if it is likely they will be changed at intervals? The best answer is that planning a complete campsite is so complex a process that all factors cannot be carried in the mind—individual or collective. It must be studied graphically so that the best arrangement and design of facilities can be reached. Modification, as a result of program changes, is simply another step in the process, not a refutation of the entire original plan.

A Master Plan is really a whole series of plans. It includes a general development or site plan, showing in scale a birds-eye view of the completed camp, locating all facilities such as buildings, roads, paths, utilities and natural features in relation to each other. It also includes architectural designs and drawings for each structure, engineering drawings for all utilities, and perhaps special plans for planting and reforestation, docks and piers, swimming pools, vesper circles and council rings. All of these, together with program descriptions and other pertinent written data, make up the Master Plan. If this seems like a great deal of work, remember, it still represents a small

fraction of the total cost of development. Also, it is possible to achieve the total plan over a period of time rather than all at once.

The general development, layout, or site plan—use which ever name you prefer—is the forerunner of all others in the series. It is based on a reasonably accurate topographical survey of the property. The resulting map will show all changes in elevation by contour lines. In addition, it should indicate existing features, such as springs, streams, lakes, swamps, fields, woods, rock outcroppings, buildings, roads—in fact anything that might have a bearing on design and development.

Generally, the scale should not be smaller than 100 feet to the inch and the contour interval not larger than five feet. On larger properties, of say more than 200 acres, it is possible to reduce the scale to 200 or even 400 feet to the inch, enlarging only the area of intensive development to 100 scale on a separate sheet. On slightly sloping ground, where drainage conditions may be critical, contour interval may need to be reduced to two feet and conversely, in rugged country it might be enlarged to 10 feet and still provide accurate enough data.

U.S. Geological Survey maps are generally not accurate enough to serve as an adequate base map, especially those made in the early 1900's at a scale of approximately 1 inch to the mile (1:62500.) Newer sheets at two inches to the mile (1:31680) have been made from aerial photographs for some areas and are more accurate. Under certain conditions, these will suffice if enlarged photostatically and if critical areas are checked on the ground.

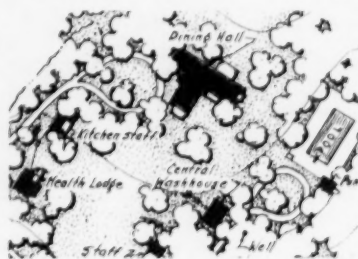
Importance of the Map

Usually, however, the only way to produce a topographical map with sufficient accuracy, is to make a ground survey or to have an aerial survey company fly the area and plot a topographical map from photographs. The number of such companies has grown rapidly since the war and their prices are generally competitive with ground surveys. There is also a most valuable by-product of this type of survey—the aerial photographs themselves, which tell a great deal about actual conditions on the site, as they are truly “bird's-eye” views.

In either case, the cost of making a topographic map as a base for planning is large enough to be startling to many groups beginning a planning process. The question is often raised as to how important it is. Actually, there is no acceptable substitute involving less expense. It is an indispensable and integral part of planning. Accuracy of all planning relationships is in constant jeopardy if based on inaccurate data. This data and the map on which it is presented will be used over and over again. It will first serve to identify and locate accurately all natural features for future reference. Second, it is the media on which the layout of the eventual camp is designed and portrayed. Third, site data for each of the proposed structures can be evaluated and interpreted for its effect on their proper orientation and design. Fourth, by locating all utility lines, particularly those underground, and showing their connections with surface features on the base map, they can be readily located for future maintenance and repair.

Utilities, such as water supply

and sewage disposal systems, make use of gravity to transport liquids and solids and, therefore, the accuracy of the topographic data may be critical in their proper design. Most states require submission of detailed utility plans for approval by health authorities. Part of the information which must be provided is the exact grades of various parts of the system.



It is often possible to vary the accuracy and cost of the survey for different parts of a campsite. Outlying areas, whose major functions are for exploration, cook-outs, sleep-outs and buffer against undesirable outside encroachments, can be safely portrayed with much less accuracy than the more intensively used areas in the prospective development. However, the exact location and limits of the latter cannot always be determined until the whole site has been studied.

On completion of the general development plan, there remains the task of designing the structures and facilities which it proposes. While all may be developed in detail at one time, I think it is equally as satisfactory to carry the immediate planning of the structures only to the preliminary sketch stage and defer the detailed working drawings until actual construction is contemplated. In this manner space allocations, architectural form and estimated cost can be determined for immediate purposes. The greater expense of preparing detailed drawings and specifications can be absorbed as part of the construction cost of each structure. The actual total cost is the same but it is distributed more equitably throughout the development period. Furthermore, preliminary sketches, particularly in the form of floor plans and elevations or perspectives, describe structures much better to the average person than do technical working drawings.

They are most useful as promotional material.

One of the benefits of a Master Plan is that all information pertinent to the development of the camp is in one place. It can be used equally well for indoctrination of new personnel, public relations and fund raising programs, re-study of any and all parts as need arises. It makes a permanent, official record on which are all changes. Accomplishments can be entered, thereby removing the burden of trusting to memory the past decisions and installations.

In a field such as camping, it is inevitable that certain standards and policies have evolved which to some extent govern development of most campsites. These are desirable and beneficial so long as they do not lead to standardization. No two sites or programs are so identical that they can be best satisfied by duplicate facilities either in location or design. Each site and each program is a unique challenge answered only by devising an individual design which will produce the best character and arrangement of facilities for that particular set of conditions.

Something of Value

This, then, is a bit of the story of Master Planning. It embodies no particular magic, just logical analysis and creative imagination. It is possible for anyone with these abilities to produce something of value. However, contemporary camp development makes use of the creative arts of landscape architecture, architecture, engineering and other technical skills to such a degree that in nearly every situation the contributions of these professionals will more than compensate for their fees. There is definite value to be gained from the objective viewpoint and skill of an experienced planner who is not subject to pressures, political, social or traditional. Take advantage of the values of Master Planning and see how you gain a clearer perspective of where you want to go with your campsite and the most logical way to get there.

—Mr. Sears is an associate professor of landscape architecture at State University College of Forestry, Syracuse University.



Planning for functional, attractive and economical

Modern Tents For Campers

By Harold Cohen and
Robert McBride

ONE ASPECT of our camp leadership training program is devoted to discovering new approaches to living more comfortably in the out-of-doors. As part of this research program, considerable time is being spent on living quarters.

Policy

We do not advocate throwing away all familiar olive drab tents currently in use. However, we do feel that camp administrators should take another look at what they are using and perhaps ask themselves a few questions. Are present living units functional? Are they pleasant to live in and attractive to the eye?

Last spring, the problem of camp shelter for the University Camp, conducted by the Recreation and Outdoor Education Department, Southern Illinois University, was literally thrown to the Design Department about eight weeks before the camp program began. There weren't enough shelters for the increased enrollment, and if none were forthcoming by opening day, many campers would be disappointed. When the Design Department asked how much funds were allot-

ed, the reply was "none."

Eight weeks and \$600 worth of research money later, there were nine emergency structures at the University Camp. The structures, designed by Harold Cohen, are erected by pulling a central ring up a mast. The colors of the triangles in this case were blue and white and orange and white. Each triangle is the same measurement, allowing for repetition of units and ease of fabrication. A 14-foot zipper opens the 24-foot diameter, 10-foot high structure.

Design

The shape, which came from the repetition of 20 triangles, allows for great flexibility. The canvas was allowed to sag, which was its natural tendency. The control is placed on the mast. One operation controls all 20 triangular skins.

The mast is equipped with a conical metal cap painted black. During the day the sun's rays are absorbed on the surface of this cone, which becomes about 30 or 40 degrees hotter than the fabric surface. This causes a movement of hot air at the top. The relatively cooler air at the bottom of the

structure moves up the sides to replace the quick moving hot air, and, therefore, a cooling system is established. It has been reported by counselors and children that they found the shelter 10 to 15 degrees cooler than army tents still being used.

Uses

The solution to this emergency problem is not world shaking, nor is it a major contribution to the halls of design history—but one thing is certain, it is enjoyed by the children, keeps the rain from their bodies, gives them a cooler place to rest and sleep, and, most important, allowed them to be at camp. It doesn't look like a cabin, it doesn't look like a buffalo hide tepee, it doesn't look like an army barrack, it doesn't look like a town and country house. It looks like what it is, a children's sleeping structure in a camp.

—Mr. Cohen is chairman of the Design Department and Mr. McBride is camping coordinator for the Recreation and Outdoor Education Department at Southern Illinois University.

**Planning for better kitchen operation,
safer food handling and more
appetizing menus through**

Wise Buying and Storing of Food

By Ada V. Felch

YOUR CAMP dietitian knows that good food satisfies. The feelings of well-being that result from good food are as important as the nutritional contribution proper food makes to children while they're in camp. Food means many things to people. To a young camper, cookies offered from a cooky jar may mean "We like you and hope you're going to enjoy camp." To older campers, refreshments mean a party and transform ordinary evening games into a gala occasion. To parents, who often feel better qualified to judge camp food than any other aspect of camp, abundant food of good quality may symbolize overall camp quality. To a camp director, the kind and amount of food are visible signs of the effectiveness of camp kitchen.

Sanitation

The job of the dietitian is to plan and buy nutritious food, keep its cost within the budget, and store and prepare it so that food values are not lost. Furthermore, she must see to it that food does not become contaminated and cause illness.

Fresh fruits and vegetables taste best and are most nutritious at the time of harvesting, or when they're stored for only a short time at 50° F. or slightly below. Cooked and raw meats, gravy, chicken salad, cream sauce, and custard have a short storage life even at 40° F. This means the dietitian must limit food variety and the amount kept on hand. She may not always be able to meet "spur-of-the-moment" requests for food, however ordinary.

Campers and even counselors sometimes assume that perishable foods used in camp are similar to the dried beans and dried meat that

were staples of logging camp fare. They do not realize that bacteria grow luxuriantly in moist food at warm temperatures and that even bacon and ham must be handled like fresh meat. Present-day salting and smoking processes add flavor, but will not prevent spoilage.

How can a dietitian convince her cook that perishable foods should be refrigerated promptly and kept there, despite the fact it is more convenient to the cook to bring all food for the noon meal out of the refrigerator early in the morning? If the cook believes that the dietitian is holding up her work, and the dietitian labels the cook "stubborn," little progress will be made. The dietitian should help the cook understand that keeping food under refrigeration safeguards health of campers. Most cooks are interested in campers' welfare.

The pre-camp period should include time to train employees in sanitary food handling.

Sanitation standards of health departments pertain to cleanliness of the kitchen, dishes, and equipment, and to screening and refrigeration. But good housekeeping in all areas is necessary for safe food handling. For example, systematic cleaning of dining table tops after each meal reduces the number of flies in dining room and kitchen. Dining table tops should be washed, rinsed and dried three times a day. Camp director and dietitian need to decide who shall do the work. They should determine what campers are capable of doing, and which counselor shall supervise. Would it be better to assign the job to a counselor-in-training, or use a kitchen employee's time and pay for the work out of the budget?

Outbreaks of food poisoning are related to the ever-present questions of how much food to buy and how much to prepare. A policy of "super-abundance," or always allowing for second and even third servings, results in left-overs. Use of left-overs generally results in unappetizing food and possibility of food poisoning. The dietitian has the problem of determining how to have sufficient food and yet prevent left-overs; how to give camper and parent satisfaction and yet control costs.

Purchasing

The dietitian must make many decisions when she plans the quantities of food that are to be purchased and prepared for camp use. These decisions should be based on camp kitchen operation facts; not on her guesses or even on the basis of her experience in another situation.

Each camp is unique. That uniqueness extends to the food likes and dislikes of campers and the amounts they consume of different kinds of food. In one situation, liver is the children's favorite meat (yes, really!) while in another it is so unpopular that it is not worth preparing. This is an extreme illustration of how groups differ. Menus and recipes that work in one situation may not control left-overs and costs in another.

A file of standard recipes needs to be developed for each camp. When standard recipes are used, quality products are more likely. Cost control is possible because amounts to purchase are taken from the standard recipe.

When the dietitian is planning the amounts of food to purchase,

she needs to know how many campers and guests she is going to serve. The past year's census will help her to plan accurately.

A flexible camp program that adjusts to changing weather, camper needs and staff "brain-storms" affects kitchen operation. Plans changed after food has been bought, or even prepared, may account for much over—and under-production of food.

To check on her estimates, the

dietitian should keep a record of amount of food prepared, consumed and left-over, and note causes of over—or under-production, such as camper absences from the dining room, likes and dislikes, and weather. The dietitian can use this accumulated information to improve future planning.

Following are recommendations for communication between dietitian and other staff members:

1. Regular conferences, well in

advance of food purchasing time, between dietitian and person in charge of trips.

2. Participation of dietitian in program planning sessions.

3. Notification of dietitian about possibility of change of food plans, and prompt communication when plans are actually changed.

—Miss Felch is with the Counseling Service, N.Y. State College of Home Economics, Cornell University.

Selecting Foods Campers Like

By Carl B. Garvey

IF OUR CAMP could save 3¢ a meal on raw food we could hire two top notch counselors with the saving. How big is the "If?"

Hidden Valley Camp feeds about 90 people, family style, from a central dining hall, or over 10,000 meals a season.

What are the best ways to start saving food costs?

At Cornell University, there is an excellent State Extension Service, with specialists skilled in institution management and foods marketing. At the County Home Demonstration Agent's office we can get free practical, sympathetic help, including record forms, menus and marketing information.

Comparative Costs

So we checked our past and projected menus with these folks first. One year we had the following on our list of comparative costs per serving:

Prunes, apricots or tomato juice \$.03; bananas \$.06; beef noodle soup \$.02; clam chowder \$.06; boiled potatoes \$.02; green beans \$.04; potato chips \$.065; baked beans with frankfurters \$.13; roast turkey \$.25; cabbage and apple salad \$.03; pear and prune salad \$.085; cake \$.035; ice cream \$.09; watermelon \$.10; muffins \$.04; canned brown bread \$.08; etc.

But can low cost food items be popular?

We enlisted the help of "dish scrapers," cooks and counselors to

rate foods on general popularity. The results read as follows:

WOWS! Roast beef, hot dogs and baked beans, spaghetti and meat balls, tuna salad with tomato, meat loaf, corned beef hash, beef

A LITTLE PLEASE! Liver, chow mein, chowders, chili, creamed dried beef, creamed corn, canned peas, canned carrots, rice pudding, whole wheat bread, caraway rye bread, canned figs.



—Camp Illahee Photo.

stew with vegetables, French toast, scrambled eggs, macaroni and cheese, chicken on biscuits, fish fillets, baked potatoes, hashed brown potatoes, potato salad, fresh tomatoes, cucumbers, raw cabbage, frozen peas, sweet corn, carrot sticks, celery, rice, frozen peaches, ice cream, strawberry shortcake, fruited jello, fresh grapes, melon, chocolate cake, ginger bread with topping, applesauce and cookies, chocolate pudding, French bread, muffins, raisin breads, cinnamon buns, white bread.

O.K.'s! Ham and scalloped potatoes, baked ham, most soups, salmon loaf, lettuce, creamed potatoes, canned tomatoes, canned lima beans, whole kernel corn, beets, spinach.

With cost and popularity observations in mind, we try to plan menus with balance of high, medium and low costs each camp period. We also try to include some "Wow" item at each meal and provide enough variety so a camper can omit one item and get a good meal.

We have stuck by food suppliers we like, finding them sympathetic when we need to save or feel we can splurge a little.

These steps, combined with adequate refrigeration and freezing space, keep waste and food costs down. There is nothing unusual in these procedures, but they do work.

—Mr. Garvey is director of Hidden Valley Camp, Watkins Glen, N.Y.

Good Will For Your Camp

By Harold Beker

SOMEONE HAS defined public relations as, "the engineering of public consent." This definition implies that public understanding, good will, and friendliness for your camp can be "engineered." They can be sown like seed and brought to fruition. In fact, building public relations is a lot like farming, in that you've got to work at it all the time. Every contact by anyone connected with your camp is an opportunity for winning or losing public acceptance, for building or losing good will.

A public relations-minded camp director studies every aspect of his operation — policies, attitudes and activities of his staff, appearance of employees, buildings, facilities, equipment, etc.—trying to see them as the public sees them and measuring what he sees against his public relations' aims.

Rear Area Impressions

Appearances are important, not only of the so-called public areas of your camp which parents see, but of the rear areas which delivery man and garbage collector visit. They too, take their impressions of your organization with them, and one may never guess where their observations will roost. Alert, intelligent management makes sure that appearances everywhere give the kind of impression we want.

Attitudes of staff are equally important. When we train those answering our telephone to put warmth and friendliness into their voices, to be patient and helpful as well as courteous, we are building good will. When we receive salesmen and parents, donors and delivery men, campers and the curious, applicants for positions and board members, neighbors and strangers, in the same warm, friendly spirit, we are building good public relations.

When we ask our staff not to sing or speak loudly when returning in the evening from their days off because many of our neighbors are early-to-bed farmers or workers, and merit this small, neighborly consideration, we are looking to our public relations. When we limit the use of our PA system after dark to dire emergency only, we are similarly motivated.

Getting Acquainted

Every camp administration worth its salt prepares for emergencies, learns where essential services are available and establishes avenues of communication. It knows where it can get quick help—doctor, hospital, police, fire department, plumber, electrician, state sanitarian, etc. We have learned to become acquainted early in the summer with some of these key people in the community where our camps are located and to invite them to see our operation. We ask for their advice, and clear procedures, all the time interpreting to them the purpose of our camp organization and, by our acts and words, the considerate, responsible and cooperative character of our entire administration.

We encourage a continuing relationship and relatively frequent contacts. It is no accident that the state policemen often drop in around midnight to see how we are doing and to share our bedtime coffee klatch. They know they're always welcome. And whenever we have had need of neighboring community services, we have always obtained them promptly and effectively. It should be noted that we never fail to speak and write our thanks and approval, making sure that the nice things we have had to say also reach the supervisor.

We have found that doubts and suspicions are easily aroused. That's

why we always give our public full, detailed reports in chatty, friendly letters and conversations, treating them as partners in our enterprise, as indeed the public is in our community-sponsored camps. Problems are usually discussed promptly, frankly and at length. This policy has proved particularly valuable with parents, who, after a while, feel that they are trusted friends and partners. Parents feel they know us well and can predict how we will act in any situation. At this point, we know we have their confidence and good will, but we are also keenly aware of our responsibility to keep working at it, in every act and word. We dare not forget that "good will is won by a thousand acts and lost by one."

When we think of public relations, many of us think first of news releases and advertising in their various forms. These are a more formal aspect of the total public relations program. As with speech and action, it is important that they be carefully considered for effect.

In an emergency, your public relations will depend in large part upon the degree of public acceptance and understanding you have developed. Next time the neighboring garbage collector is late, think twice before you reproach him. Maybe he left a sick baby at home and needs some friendly sympathy. He is likely to remember that when the floods come and you need a helping hand. Good public relations can be engineered. But it is a 24-hour job, and every member of your organization must play his part in what he says, what he writes and what he does.

—Mr. Beker is executive director of the Philadelphia YM and YWHA Camps and Chairman, Public Relations Committee, ACA Eastern Pennsylvania Section.

IN CONSIDERING any system of bookkeeping one must first decide what purpose is to be served by all the work. One might simply put all money received in a trouser pocket, and pay out all the bills from the same pocket. This would give an adequate profit or loss figure quite simply.

Middle-of-the-Road System

The other extreme would be a complete set of foolproof, double entry books with a cost accounting system showing how much each meal served is worth and the maintenance cost of every piece of equipment in camp. We have adopted a simple middle-of-the-road system. Essentially, it is the trouser pocket, but we've embellished it with a few compartments, adding books to keep records of all transactions.

This accounting system may bring shivers to qualified accountants, but it has been developed over a period of 23 years and is tailored to the needs of a camp for 200 campers. The system is simple. Everything complex is deliberately left out, or bypassed.

The purposes of a camp bookkeeping system are these:

1. To keep an accurate history of all accounts receivable.
2. To have a record of all purchases and payments.
3. To have a record of the amount spent in the camp's various departments.
4. To have a payroll record that quickly and simply provides required government agency figures.
5. To be simple enough for keeping by any member of the office staff and understood by a Camp Director.

We deliberately avoid keeping our own Capital Accounts records. We set aside one or two compartments for new equipment and new construction and have this information available to a Certified Public Accountant. He keeps the capital and depreciation records in a manner acceptable to the tax people, and that will provide us with a minimum of taxation. There is always a saving to be had in turning

over this task to an expert. This is the complex part of accounting we avoid like the plague.

The core of our bookkeeping system is a multi-columned book, our Check Disbursement Ledger, in which all check payments are noted. Cash payments are handled in a separate Petty Cash book. It is, obviously, wise to enter the date of payment, the name of the firm or person paid, and the amount of the check.

The subsequent columns should be carefully chosen to provide information analyzing the cost of operation in a manner that will reflect a picture of operating costs over a long period of time. You must consider your own needs carefully. You'll no doubt realize that is isn't necessary to know the cost of operating small areas of

Plan an easy-to-operate

Camp Bookkeeping System

By Eugene H. Kates

your camp. However, it is imperative to know the bigger areas with a moderate degree of accuracy. For example, we are not too interested in the cost of maintaining any one building in camp. We must know the costs of overall building maintenance. We break down our areas in the following manner:

- Food
- Kitchen & Dining Room Supplies
- Kitchen & Dining Room Wages
- Delivery
- Fuel and Power
- Maintenance Supplies
- Maintenance Wages
- Camp Supplies
- Counselor Wages
- Office Expenses
- Office Wages
- Telephone and Telegraph
- Car and Truck Expenses
- Publicity and Travel
- Resale
- Tax, Rent, Insurance
- New Equipment
- New Building

- Petty Cash
- Cash Out
- Personal Drawings
- General Expenses

In the General Expense column we add an explanation for any item over \$50.00. We try to use the General column as little as possible. It is reasonable to make any decision about what column you use for any type of expense so long as you are consistent. Keep some details and explanation of items in the New Equipment and New Building columns as they are required by an auditor for tax depreciation purposes.

This breakdown has given us a pattern of our expenses over a period of time, and has led directly to alterations in our spending policy. These figures are a helpful guide in budgeting for each suc-

cessive season. The columns are totalled monthly and are checked for agreement with the monthly bank statement. Entries can be made in the ledger either from cancelled checks or from accurately kept check stubs. It is wise to make the column heading on the check or the stub at the time of issue.

Accounts Receivable Ledger

A more important book in our system is the Accounts Receivable Ledger. It is simply a book made up with a sheet of paper for each camper, having three columns — Debit, Credit, Balance — and an explanation for each entry. We show all charges against campers with the amount of detail we feel is necessary for billing purposes. Every charge is not necessarily entered against the camper as it is made.

The camp store's charges are kept in a card file, and are entered in bulk. Large charges such as

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paddles, T-shirts, etc., are entered individually. All receipts are entered, and a notation is made if they are paid either by check or cash.

It logically follows that there must be a daily or monthly record of money received. A Cash Receipts Ledger is simply an office record of how much we have deposited to our bank account. This is done again on a three-columned sheet so that we can debit or credit bank loans as required. Currency received in payment of fees is deposited along with checks.

Now, from the Check Disbursement Ledger and the Cash Receipts Ledger we have the information to do a little sum called Bank Reconciliation. This is a comparison of the bank's records of our transactions with them and our own records. It takes the following form:

Bank Balance at the beginning of the month	\$100.00
Bank Deposits for the month	500.00
	<hr/> \$600.00

Bank Withdrawals for the month (total of checks issued)	300.00
---	--------

Balance at the end of the month	\$300.00
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If you enter from check stubs, you must adjust for the checks outstanding. This final figure must agree with the bank balance at the end of the month, if not, someone has made an error and it had better be located.

Invoice Ledger

We need an Invoice Ledger, a record of our purchases and our money paid out. The simple way to do this is with a small, ring-type book, alphabetically indexed and with pages that have space for date, explanation and the three columns—Debit, Credit and Balance. Every invoice is entered after it is received and initialed as being correct by a responsible individual. All that one need enter under explanation is the invoice number and date. The amount is entered in the Credit column. It is necessary to keep a *separate sheet* for every account. When a payment is made on the account, the check number of the payment, its date, and its amount are entered in the Debit

column of the appropriate sheet. In this manner, a complete history of each account is readily available.

A payroll record is kept in a similar binder. Again a separate sheet is used for each employee, but it has extra columns for charges required by government agencies. Thus the columns in this book are:

Credit—Total wages earned.

Debit—all charges not specifically shown in remaining columns.

Tax—tax deductions and payments by the employer to the Government.

Social Security or Unemployment Insurance—amounts withheld.

It is now possible to periodically extract the amounts required for transfer to government agencies without too much work.

Petty Cash

There remains only to keep a record of small cash transactions that inevitably take place and can be such a nuisance to watch. Keep a Petty Cash box supplied with money. A record of all disbursements is kept in the box on a standard form Petty Cash Voucher. It requires the amount, purpose, and signature of the person withdrawing. Only one person has the key to the Petty Cash box. If the Petty Cash disbursements are small, and it is wise to keep them so, they need not be accounted for any further than making sure that each time money is put into the box, charges against employees or campers are posted.

We postpone all work on the Cash Disbursements Ledger for June, July and August until September. In September, we easily extract our accounts receivable and payable and summarize operating costs. At the end of our fiscal year, we turn over to our accountants a summary of all these figures. In some mystic way we get back a neatly bound operating statement from him, along with the sad taxation news.

This system has proved useful. It is by no means foolproof and should be checked by the camp owner. It will, however, reflect trends in costs over a period of years. These, if carefully analyzed, will give useful information.

—Mr. Kates is director of Camp Arowhon, a co-ed private camp.

Section Presidents Sharpen Skills at ACA Workshop

ACA Presidents from every section of the U.S. met at ACA Headquarters, Martinsville, Ind., Oct. 18-20. Purpose of the three-day meeting was to provide opportunity for Section Presidents to discuss Section problems, concerns, and operation, and obtain advantage of solutions worked out elsewhere; to collaborate in further developing and interpreting national ACA-Section relationships; to lend assistance in putting in final form the nearly complete Section manual; and to give both Section and National officials first-hand information as to how they can better coordinate their joint efforts.

Section presidents play a key role in the success of ACA, the conference delegates were told. Generally speaking, it is the Section president who has the job of interpreting national to his local members, and of keeping the national office informed of the needs and wants of his members. The better each Section president understands the principles and policies of the national ACA, and how these principles and policies are administered to provide greatest benefit to all members and stimulate provision of better camping to all, the better he can fulfill his obligations as the elected head of his Section. It was stressed that the conference was planned as a two-way street, with equal opportunity for sections to bring their concerns to national and for national to help presidents increase their effectiveness as Section officers.

Ted Cavins, Lake Forest, Ill., immediate past-president of ACA, served as chairman of the Section presidents' discussion groups. Arrangements for the three-day meeting were made by the ACA Field



Ted Cavins

Services Committee. Hugh Ransom, ACA executive director, and Gerard Harrison, ACA assistant executive director, as well as other members of the ACA National Headquarters staff assisted in planning the conference.

'58 Convention Planners Set Top-Flight Program For St. Paul in February

By Elizabeth Strom

St. Paul invites you and all campers to Marvelous Minnesota in its centennial year—1958. Make your plans and pack your bags for the 1958 ACA National Convention, February 4 through 8. The city of St. Paul has excellent facilities. Meetings will be held in Municipal Auditorium and nearby hotels.

Committees of the Minnesota Section have been working for months under the guidance of Whitey Luehrs as General Chairman, and the total operation is moving toward your arrival in St. Paul.

Hospitality Chairman, Mrs. Neils Thorpe, and Registration Chair-

Continued on page 22

ACA Gains, Goals Outlined

By T. R. Alexander, President, ACA

With camping's record breaking 1957 now history, thoughtful camp leaders are looking ahead not only to 1958 but to the next 10 years and the emerging challenge to camping in our country.

Forty million children are enrolled in schools this fall. In the next 10 years the number will increase to 50 million. A growing number of young parents, many campers themselves during childhood, want their children to have a camping experience. Accelerated population flow toward cities, where 60% of families now live, has caused a growing concern for extension of camping opportunities to more and more young people.

These factors point to inevitable increase in number, enrollment and kinds of camps during the years

just ahead. But mere provision of "more camping" is not the total answer to this challenge. To keep faith with parents and the public in their high expectation of the values of camping in growth and development of their children, and to match progress in education, recreation and other related fields, we are further challenged to develop "better camping" in terms of administration, program and leadership.

During the past four years American Camping Association has made remarkable progress in implementing the ACA Standards Program. Following up the pioneering leadership of Dr. Hedley S. Dimock and Wilbur Joseph, ACA has moved progressively from

Continued on page 22

ACA Gains, Goals Are Outlined

Continued from page 21

adoption of desirable minimum practices suggested by "Marks of Good Camping" back in 1940 to the requirement that member camps must ask for appraisal and approval in terms of established ACA Standards.

Wholehearted acceptance and participation in the Standards program of ACA is a tribute to Stanley Michaels, his strong, hard-working committee and the inspiring co-operation of ACA Section leaders. Contrary to the expectation of some, we can now say adoption and implementation of ACA Standards was the most important milestone in our history.

In September ACA's Standards Committee met to consider progressive revisions of standards for both Resident and Day Camping in light of recommendations and suggestions from Sections, reports of committees on Standards for Travel and Family Camps, and the proposed long-term plan for ACA visitation procedures for the next seven years.

Any citation of progress in implementing standards must recognize help given ACA through the grant of \$33,640 by the Kellogg Foundation, which made possible addition of Sid Geal to our National ACA Headquarters staff as Standards Director.

In planning programs for better camping we will continue to draw from the learnings of every related field—education, social group work, medicine, psychology, psychiatry, the arts, physical education, recreation and religion—but we will need to keep always before us the basic idea that camping is "living in the out-of-doors."

Two ACA projects under way will make valuable contributions toward enriching both program and leadership training. The "Conservation In Camping" project became a reality through the generous grant of \$15,000 over a three-year period, by the Lilly Endowment. Under leadership of Dr. Reynold E. Carlson, University of Indiana, former president of ACA, three films will be produced on Conservation Edu-

cation. These will provide excellent resource material for leadership training as well as unexcelled opportunity for ACA to interpret camping as outdoor education. Charles Mohr, Audubon Camp, Connecticut, is chairman of the ACA Conservation Committee that will be working on other resource material in this important area of camping.

Over 200 counselors have now been certified by ACA as "Campcrafters" or "Advanced Campcrafters" through approved training courses conducted by Sections under direction of Howard Jeffrey, Kit Hammett and the ACA Leadership Committee. And that is only the beginning for, if every Section will sponsor Campcraft Certification Courses this fall, winter or next spring, we could train 1,000 more "Campcrafters" before the 1958 camping season.

To bring together the best experience in providing adequate facilities for better camping, a new national ACA Site Development Committee has been organized with Cliff Drury, long active in the Association, as chairman. With co-operation of professional camp planners, experienced camp directors, architects and engineers, this committee will be working during the next two years in compiling practical resource material for helping ACA members who might be planning to build new camps or expand and rehabilitate existing facilities.

Compared to the formal education field, camp leaders generally have not made use of audio-visual aids in training camp counselors and program specialists. Excellent motion pictures, slides and film strips are available from state and federal agencies, colleges and universities, as well as volunteer health and safety, group life, child guidance, arts, campcraft, physical education and recreation organizations. Homer D. Roberts is the chairman of a new ACA Committee on Audio-Visual Aids.

Looking ahead to 1958 we are already making plans for two National ACA Workshops, one on Outdoor Education and the other on Church Camping, to be held at Bradford Woods in October.

Children love to sing and good

music is an important phase of every good camp program. A special ACA task committee is completing revision of the official ACA Song Book. The new edition will be ready for the 1958 National ACA Convention.

'58 Convention Planners Set Program for St. Paul

Continued from page 21

man, Laurel Ihfe, with their committees have plans for your comfort and pleasure.

Robert Schmid reports a good number of spaces for exhibits have already been allocated to our friends the suppliers. Because of the vastness of the exhibit hall, there is excellent space still available.

Tuesday, February 4th there will be many small group and committee meetings with the convention opening with Kindred Group Day Wednesday, February 5th. First General Session will be Wednesday evening at which time Dr. Gerald Wendt, Director of Publications for UNESCO, will speak. Lindy Cedarblade's committee is lining up other General Sessions for each day.

In addition to Interest Groups headed by Ann Brinley, a committee with Flo Felknor is planning workshops on varied subjects. These will give outstanding opportunity for small groups to spend several hours on areas of greatest need. Watch for more information and advance registration notice for these workshops and interest groups. They promise to be terrific!

Program Chairman Lester Schaeffer is fitting General Sessions, Kindred Groups, Workshops, Interest Groups, Exhibits, and Demonstrations into a Convention you shouldn't miss. Our banquet on Friday night in the Arena section of the Auditorium, will be followed by an ice show patterned after the famous St. Paul summer Pop Concerts.

Watch your Section Newsletters, CAMPING MAGAZINE and individual mailings for further information.

To make the 1958 ACA Convention in St. Paul the greatest ever, YOU need to come. Plans and Places are not of much use unless people—YOU—get into them!

How Camps Can Integrate Handicapped Told

A guide on placing physically or emotionally handicapped children in regular summer camps has been issued by the Community Council of Greater New York, which has been sponsoring a demonstration project on group work with the handicapped.

The guide, which was prepared for use by both camps and social agencies which send children to camp, describes camp programs, physical facilities, standards for staff, referral procedures and content, fees, intake and material on the values of integrated camping for both handicapped and non-handicapped children. Also included is descriptive material on asthmatic, cardiac, orthopedic, visual, hearing, diabetic and epileptic conditions, and which children with these specific disabilities are ready to attend regular camps.

Entitled "Camping Guide for the Placement of Handicapped Children in Regular Camps," the guide was prepared by the Council's Demonstration Project and its Camping Service, in cooperation with the Association for the Aid of Crippled Children and the New York Heart Association.

Copies of the guide may be obtained for \$1 each from the Community Council's Publications Office, 44 East 23rd St., New York.

Report Describes Meeting Needs Of Hard of Hearing Campers

Methods for meeting camping and recreational needs of children with impaired hearing are told in the current annual report of the Baltimore Hearing Society's second year of a five-year demonstration project aimed at integrating hearing-impaired and hearing children in recreational and social activities. The project, which is described as showing "exciting" results, has been conducted in both day and resident camps in the Baltimore area. The 31-page mimeographed report describes readiness programs, neighborhood acceptance and community awareness, as well as actual camp programs and evaluation of results.

Copies are available from the Society, 928 N. Charles St., Baltimore 1, for 25 cents each.

Camping Magazine, November, 1957

ACA Seeks Pictures Of Past Presidents

Photographs are still needed by ACA headquarters of five past presidents of the association to make possible completion of a photo display planned for the new ACA library. Gerard A. Harrison, assistant executive director of ACA, has appealed for all ACA members to contact him if they have knowledge of where these photos might be obtained, or knowledge of anyone who might have been acquainted with the former presidents.

The officials whose photographs still have not yet been secured are J. Clark Reed, Dr. Paul Kyle, Harry Wilber Little, Harvey C. Went and Dr. Walter A. Keyes.

Mr. Reed, ACA president in 1912-13, was associated with Berkeley School, New York, and director of Camp Champlain, Mallets Bay, Vt. Dr. Kyle, who was president in 1916 and 1917, was founder of the Kyle School for Boys, Irvington, N.Y., and of Kyle Camp for Boys in the Catskill Mountains of New York.

Mr. Little, who headed the association in 1919-20, was associated with Maplewood Grammar School, Riverdale (N.Y.) Country School, and director of Camp Wake Robin, Woodland, N.Y. Mr. Went, ACA head in 1922-23, was supervisor of physical education for Bridgeport, Conn., public schools, and director of Camp Kinapik, Lovell, Me. Dr. Keyes, ACA president in 1923-24, taught at Hasbrouck Institute, Jersey City, N.J., Trinity School, New York, and directed Norway Pines Camp, in Maine.

If you have knowledge of these former presidents, or know of anyone who might, please contact ACA at Martinsville, Ind., and aid in completion of this project paying tribute to the presidents of ACA.

Outdoors Booklet Is Issued

"Operation Outdoors" is the title of a new series of publications being issued by the Dept. of Agriculture, Forest Service. Part I, now available, is a 20-page pamphlet on National Forest Recreation. Copies can be obtained from Superintendent of Documents, Washington 25, D.C., at 20 cents each.

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Conferences, Programs Begin

ACA Sections Fall Season

"We will now have the report of our program committee!" Section members in every ACA Region have been hearing these words at their first fall get togethers. Our program committees have really been busy—a full and great season is ahead for every ACA member.

In Region I, New Englanders are starting off with a two-day workshop on Nov. 1 and 2 at the Hotel Statler in Boston. Guest speakers, workshops, discussions—all

Sections in Region III got together for a conference on Oct. 11 to 13 at Clear Lake Camp in Dowling, Mich. Lake Erie and Michigan Sections were hosts to members from Ohio, Indiana and Kentucky. Richard Weaver, Univ. of Michigan, and Kenneth Hunt, Antioch College, served as resource people for the conference's theme "Conservation in Camping." Lake Erie ACA'ers also had an evening of fun on Sept. 10 when they held an



planned to meet camp directors' needs—are scheduled. An extra program feature is planned for campers' parents. Each director may invite four parents to participate. Maybe you'll want to try this at one of your meetings.

Clarence Moser, author of "Understanding Boys," spoke at New Jersey's first meeting on Oct. 8 at Camp Ockanickon in Medford. His fine talk, plus a beautiful camp setting and a turkey dinner, added up to a good start for the Region II section.

Virgil Beckett, president of the West Virginia Section, sends us news of the section's first clinic for the study of woodcraft skills and campercraft. The successful clinic was held in Cooper's Rock State Forest in June. In the picture, Howard Jeffrey (kneeling by tent) demonstrates a "pop-tent" to a group of trainees and instructors.

old fashioned box social and square dance.

Margaret Stanion, president of Region IV's Southeastern Section, writes that the section held its annual fall meeting on Sept. 27 to 29 at Camp Sequoyah, Weaverville, N.C. The program, planned by Herman Popkin, was enjoyed by 67 members of the section.

Officers named by the Southeastern Section are: Ellen Jervey, Camp Rockbrook, president; Thelma Chambers, Camp Fire Girls, 1st vice-president; Nath Thompson, Camp Mondamin, 2nd vice-president; Mrs. Wyatt Taylor, Camp Sea Gull, secretary; and George W. Pickering, Camp Rockmont, treasurer. Marvin Culbreth, Camp Junalaska, is executive secretary.

Herman and Harry Popkin, Camp Blue Star, were chosen co-chairmen for the 1959 Region IV Convention in Asheville, N.C. Eric

DeGroat, Camp Tsali, is exhibits chairman.

Other news of Region IV includes a report of its first workshop at Camp Sequoyah on Sept. 26 to 28. Elizabeth Siddall was coordinator for the discussion on creative arts and spiritual values.

Georgia ACA members met on Oct. 26 at Fritz Orr's Camp in Atlanta to formally organize a Georgia District of ACA. Sue Hammack is the temporary chairman for this group.

Plans are underway for a Camp Craft Certification Course to be held early in June at Gay Valley Camp, Brevard, N.C.

The Florida Section conducted a Campercraft Certification Course last June at the Florida State University Camp. Two of the 19 students who completed the course are shown in the accompanying photo learning how to build the correct fire for reflector oven baking.



Gunnar Peterson and Ted Cavins spoke at the October meeting of Region V's Chicago Section. The tentative schedule for Chicago Section meetings lists 20 events, each one better than the last.

Minnesota Section members planned an evening of just plain fun for their first meeting on Oct. 7. But the Minnesota ACA's have plenty of work scheduled in planning our National Convention on Feb. 5 to 8 in St. Paul.

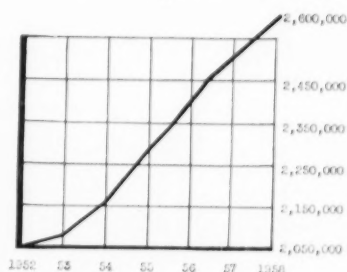
Ann and Wendall Schrader, Camp Nicolet, were hosts to the Wisconsin Section at their fall meeting on Sept. 27 to 28. Members heard reports of the 1957 camp visitation program and camping activities in Wisconsin camps. Current camp films and slides were shared.

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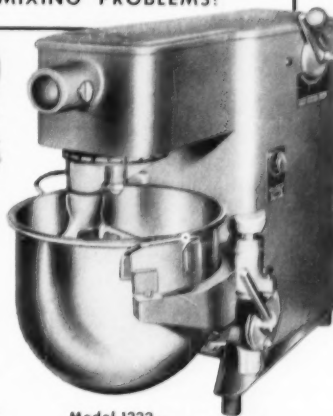
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HEAD COUNSELOR. Private Girls' Camp, Maine, is seeking the services of a mature Head Counselor. Must have experience in supervising staff and over-all program. Permanent, summer position. Include experience, qualifications and references. Confidential. Also openings for Crafts (2) Junior Group Head, Senior Group Head, Tennis (2) and Riding. Experienced only. Write Box 560, Camping Magazine. 11

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Develop and Use A Staff Guide

By Betty Tuck

IN TODAY'S labor market, camps must compete with the higher salaries paid by industry and other jobs. Counselors change every few years. For those faced with the problem of orienting each new group of counselors, a "Staff Guide" will tell new workers something of the details and problems they'll be facing and how to meet them. Some thought on your part now about the questions raised last summer by staff members may give you ideas for the content of your next year's guide.

Content

Ideally, a staff member should receive his guide soon after the contract is signed. This will enable the staffer to ask a good many questions before camp begins, and may stimulate some creative, thoughtful planning during winter and spring.

A counselor who understands his duties and responsibilities is going to do a better job. It is also important that he have a picture of how the total camp operates and what other people will be doing. A chart of organization should be included in the guide.

Interpret your goals and philosophy—a counselor will be better able to implement your ideas if he knows and accepts your basic premises. This will also give you a starting point for your pre-camp conference. By reading and thinking about it beforehand, staff will be better prepared to discuss the summer's goals.

Include a suggested outline for the pre-camp conference. List some

of the "old-timers" and the skills they can help the new staff to learn. They will enjoy being recognized and newcomers will have an advisor.

Spell out camp dates, such as time and places for departures,



—Camp Nebagarron Photo.

arrivals, visiting days, important meetings, etc. A calendar helps prevent misunderstandings.

If, in the past, you have used a job description with your contracts, why not also include one now? It helps to know how jobs are related and where specific responsibilities are. This can be especially important to staff morale. Give ideas on what a "General Counselor" is supposed to do. Perhaps some hints on good leadership and how to make best use of supervision would be appropriate.

In some detail, explain how pro-

gram activities work in your camp. Who does the planning? How do the children know what to do? How does a counselor get tools, supplies, equipment? Some counselors find it helpful to see a chart of a "typical day." Also, if you have a plan for night duty, be sure to mention it, so it doesn't become a problem.

Each camp has its own health routine. Give your staff a picture of what is expected of them in this area—what your emergency plans are, when and how the infirmary is to be used. Be sure to mention fire alarm procedure.

Counselors may become upset and worried by problems of camper adjustment in camp. Often a brief article on "Common Behavior Problems" or "Discipline" will give counselors a greater feeling of security and that it's OK not to know all the answers when dealing with campers.

Save a page for details you've just remembered — clothing lists, baggage instructions, medical exam, map for driving, list of miscellaneous helpful equipment, etc. Add a bibliography of a few helpful and related books.

Encouragement

Close with a comment on the summer to come—perhaps expressed through music or poetry to give the new counselor the feeling that he has just embarked on one of the most wonderful and satisfying jobs there is.

—Miss Tuck is executive director of Pioneer Youth of America, Inc.

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If You Move . . .

The Postoffice Department does not forward copies of magazines which can not be delivered because of the addresses. This results each month in some readers of *CAMPING MAGAZINE* missing one or more issues, since it is impossible for either ACA or the publishers to stock many back issues.

If you are planning to move, please send both old and new addresses at least one month before you do so. ACA members should contact ACA, Bradford Woods, Martinsville, Ind. Non-member subscribers should contact *CAMPING MAGAZINE*, 120 W. 7th St., Plainfield, N. J.

Camping Magazine

EQUIPMENT • SERVICES • SUPPLIES

While you were busy at camp last summer, manufacturers of equipment, supplies and services needed for camp were also busy, developing new items to help you. For example . . . a new portable vegetable peeler that does a 15-pound load in less than a minute is new in the "Univex" line of Universal Industries, Inc., Somerville, Mass. It can be used next to any sink, requires no installation or plumbing, costs less (quite a bit) than a typewriter. Write the company for full facts . . . A new 50th anniversary catalog has been issued by Monroe Co., 171 Church St., Colfax, Iowa. Over 46,000 customers have bought Monroe folding tables, offered in more than 60 models, sizes and finishes. The new catalog also shows chairs, movable partitions, folding stages. Write for your copy . . . While you're at it, you'll want to write for data on the newly redesigned Duo-Washfountain, by Bradley Washfountain Co., Milwaukee 1. Decorative appearance makes handwashing a delight; foot-operated spray-head eliminates water waste. Bowls are big enough for two-person use, self-flushing, and available in heights for either adults or youngsters.

Wood preservation and giving your camp "that dressed up look" are twin advantages of Carbolineum wood preservative, made since 1876 by Carbolineum Wood Preserving Co., 528 W. Highland Ave., Milwaukee 3. It's described in a new folder titled "A Lasting Stain and Wood Preservative." Yours free on request . . . For camp sports, Nissen Trampoline has come up with a helpful device. It's an adjustable shock cord which makes easy repair of broken cords and also enables expert performers to adjust trampoline tension to their specific requirements. Write the company to learn how "the tramp" can help your camp.

The waterfront people were mighty busy this past summer, too. Alcock Mfg. Co., Ossining, N. Y., is promoting its "Swallow" model Adirondack guide boat for camp use.

Made of fiberglass for strength, easy maintenance and clear-through color, the boat is described as having a bigger carrying capacity yet being easier to handle than a canoe. You'll find it worthwhile to get the facts . . . Styrofloat is the name of a new camp float, produced by Hussey Mfg. Co., N. Berwick, Me. Said to be way ahead of old-fashioned floats: lighter, easier to get in and out of the water, more buoyant, safer, cheaper to maintain, more economical to own. Ask Hussey for the proof.

Sacket, a new game developed on the west coast, seems to be catching on. At least, the letters we've seen from camp people and educators to the manufacturers, Sacket Sporting Goods Co., 407 Commercial Center St., Beverly Hills, Calif., have been pretty complimentary. Probably worth your while writing for information on this new indoor-outdoor ballgame . . . A penetrating finish and preservative line, for use indoors or out, is offered by L. Sonneborn Sons, Inc., 404 Fifth Avenue, New York 16. Trade-named Lignophol, the material is available for exteriors, floors, doors, paneling and trim, etc. Helpful Data Guides are free for the asking.

Fifty years of growth and service is highlighted by Association Press, 291 Broadway, New York 7, in an interesting booklet "The First 50 Years." AP's philosophy: "Our books are meant to enrich life, to motivate and inspire, and to contribute to the development of personal and group skills" . . . A source of help on your problems in camp business management is Wm. V. Dworski's new consulting service. Active in private camping for 40 years, Mr. Dworski, of 245 McKinley Ave., New Haven, Conn., now offers the benefits of his experience to others . . . and, in the midwest, Sanford Herzog, Country Club Rd., Minoqua, Wis., also a former private camp owner, has likewise hung out his "Camp Consultant" shingle.

By Ralph Diamond



—Camp Beaumont Photo.

Plan your construction wisely —

Use Your Own Timber

RECENTLY the Greater Cleveland Council, Boy Scouts of America carried out a program at one of their camps that may be of interest to those who have a small wood lot, a need for a new cabin or building and a limited budget.

Mr. Ture Johnson, Farm Forestry Director, made a timber cruise at Scout Camp Beaumont at our request. After a complete survey, he gave the Council Camping and Activities Committee a comprehensive report on what should be done in the woods in keeping with good conservation practices. Mr. Johnson divided the camp into 55-acre sections and treated each separately.

Recommendations

Area 1—Cut nothing for several years; plant 3,000 white pine.

Area 2—Cut from this area only trees regressing, injured, sick or dead.

Area 3—Some cutting should be done immediately. There has been too much conservation in this area. There are thousands of feet of lumber lying dead on the ground or dead trees standing. If we cut the growth alone per year in this area (13,000 bd. ft.) we would have enough building material for the camp each year.

Area 4—Recommend that the larger aspen be harvested and cut into 1 in. sheathing lumber.

Area 5—Recommend selective cutting as soon as possible.

Area 6—All small saplings; do nothing.

Area 7—Selective cutting immediately; many trees that should be harvested now.

With this report and our great need for lumber for camp expansion, the Council Camping and Activities Committee decided to build and use our own trees. This decision resulted in an interesting and profitable experience.

Many Explorer Scouts (14-18 years old) helped the camp ranger or maintenance man in felling and trimming trees. Others helped in dragging logs to a central area. Requests from boys to go to camp on weekends and participate in logging operations far exceeded the need.

Twenty thousand feet of lumber was cut in January, February and March and made ready to be taken to a nearby saw mill. This year we plan on having a small mill set up in camp to save transporting logs and lumber. It will also give campers opportunity to see a saw mill in operation.

We decided that our new buildings would have 1 in. wavy siding with the exposed edge, natural or wavy, showing log irregularities with bark removed. We use maple for siding, aspen for roofing, elm and beech for studding, oak for ceiling beams and tulip for finish material.

Our first structure to be completed was an Administration Building, 60 ft. long, 72 ft. deep, with 3,080 sq. ft. of floor space. The building is low, and after a good coat of creosote fits naturally into its surroundings and into our budget.

The building was priced by several people in the building trade at \$25,000 to \$30,000. It actually cost \$12,000 including well, pump and furnishings.

Lumber from our own trees has made it possible to put three new roofs on other buildings, floor on a new bridge, deck our dock, make tent platforms and many other projects. Many of these jobs would not have been possible had it not been for selective cutting in our own woods.

—Mr. Diamond is director of properties for the Greater Cleveland Council, Boy Scouts of America.



AFTER TAPS

... the time when directors, leaders, and counselors recall the successes and failures of the day, plan to make tomorrow a better day, and think about the opportunities — seized and missed — of this wonderful thing called camping.

Let's Take the "War" Out of Camping

By Joseph T. Silver

MANY PRIVATE and organizational camps now climax their seasons with a special event. Campers are divided into teams designated by colors. Competition is often based on all phases of camp activity. These "color wars" have grown to such proportions that an ugly monster has been created. Camping has been defined as a recreational experience in the out-of-doors which provides special opportunity for educational and social adjustment through group living. Activities of this nature refute this definition.

Why has this situation occurred? Some camps felt a need to stimulate slow-moving, uninteresting programs during the last two weeks of the camp season, so a "war" was introduced to the program. Some camp directors needed or wanted an incentive to induce campers to return year after year. This special event with all its thrills, excitement and tensions was just what they were seeking.

Once introduced, a "war" became so entrenched in the camp program that some directors believed a change would bring down "the wrath of the gods." Still others hesitated to consider change for fear of losing present or prospective campers. Some directors fell into a rut of doing the same thing year after year.

What Should Be Done?

These owners and directors should reevaluate their camping philosophies and objectives, then determine for themselves if this activity is necessary. Many, if they are honest with themselves, will agree that the tensions, excitement, strains and emotional outbreaks resulting

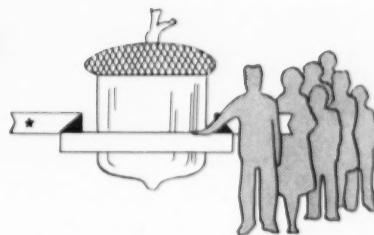
from a "war" could be avoided if the approach to this activity were changed.

The term "war" and the surprise announcement declaring "war is on" should be eliminated. This will tend to limit some excitement. Competition should be restricted to athletic fields. This will avoid pressures and tensions that grow throughout the entire camp. Campers should be free of emotional stress and strain when they are in cabins, dining hall, etc. Athletic rivalry should consist of competition among three or four teams, set up like the Olympic Games with a friendly spirit prevailing. In this way, the one winner/one loser situation is avoided and individual feelings are spared.

The tempo of life has been stepped up over the last few decades. This holds true even in camping. Many campers have been placed in such activities because of static, unchangeable camp programs. Nail biting, fidgety campers emerge from these pressures. This unhealthy situation has arisen even though the "war" is based on activities normally offering campers rich opportunities for stimulating growth and development without strain. "Wars" will disappear completely when directors shelve traditional activities and fill their programs with interesting, varied activities, wide in nature and scope, imaginative, challenging and always compelling.

—Mr. Silver is a head counselor and trip director at a co-educational camp in Pennsylvania. During the winters, he teaches and coaches at a high school.

ACA Officers-Committee Chairmen Listed for Coming Season



The American Camping Association is made up of Sections located throughout the country. A National Board elected by and from the Sections serves as the governing body of the Association. Officers and members of the present "official family" are listed below:

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